CIO Council Meeting Minutes

February 24, 2005, 2004

The regular February meeting of the Iowa CIO Council was held at the Grimes Building Conference Room from 1:00 – 3:00 p.m.

1. *Welcome and Introductions* – Judy Peters welcomed everyone to the meeting.

2. *Chief Information Security Office Security Update*
     Greg Fay reviewed the purpose and accomplishments of the CISO since it started last year. The Office was created to institute the Cyber Security Task Force recommendations. The CISO is working with 58 organizations, not just departments. There is a draft executive order about security that has not been acted on.
     Awareness training is being offered beginning in March. Sessions could be scheduled earlier in March if demand exists. Sessions need at least 15 people per session and at least two sessions in a day would be needed if additional sessions were added. Work with your agency training liaison to sign up for scheduled sessions or to schedule additional sessions. The on-line only version of the awareness training will be available once the instructor-led sessions are over in April.
     Enterprise tools: SOPHOS, firewalls for blade servers, some specific agency projects have been funded or are being reviewed. Contact CISO office with projects, especially small agencies.
     CISO budget/funding for next year as a leadership function in is process. CISO is applying for homeland security funding.
     Other work: infrastructure; minimum IT standards to plug into the network; a standard is needed for wireless security; an alert notification system; a preliminary draft of incident response team for security team review; working with CIO Council security committee. During the next two months, focus will be on projects needing funding. Standards and risk assessments will follow.
     Let Greg know who the agency information security officers are so they can be the agency security contact on the CISO list.

3. *TGB Legislation, JCIO Update, & CIO Role*
     John Gillispie reported that legislation for the Technology Governance Board (TGB) will be introduced this afternoon or tomorrow. Efforts are being made to separate ICN from the process. No legislation is needed for preliminary steps. The TGB will direct the Joint Chief Information Officers (JCIO). So far the definitions have not changed from what was distributed to the CIOs earlier.
     JCIOs are meeting on a weekly basis. Steve Mosena is aggregating planned PC purchases for the next 15 months. Bill George is working on compiling and setting up a standard configuration for PCs. The Procurement group is looking at issues for an RFP and is working with Ashley Super on this. They'll ask for bids from current WSCA contractors, hoping to commit numbers and get reduced prices in exchange.
     SSL is being looked at.

KVS vaulting software prices will be increasing but can be purchased for lower prices through March 31. See the February 23 email Judy Peters forwarded from ITE. KVS really makes open records requests simple and inexpensive to respond to. Searches are Web-based. Can archive personal folders into the tool and comply with records management. The price is $0.49 per mailbox per month plus license. Question about pricing – future prices will probably be higher but that is normal.

JCIOs will be looking at consolidated software purchases next.

Judy Peters reported on the mainframe consolidation efforts. They are looking at 5 models of the four data centers: DOT, Hoover, IWD, and JFHQ. The JFHQ tape room would hold the mainframes. Issues have bee identified and they are looking at software and maintenance, disaster recovery, MMIS. They are gathering costs and data.

John Gillispie reported that the CIO Council will continue as an information sharing groups and subcommittees will continue to work with the JCIOs. There will be no changes for now.

Strategic planning: the TGB would direct JCIOs to develop tactics for the current strategic plan. Capture IT spending in specific categories. Agencies required to participate are those in the 95% spending categories.

4. *State Records Retention Update*

Rich Jacobs reported that there will be a meeting next week to talk about how to handle email and the rules from the records commission.

5. *Pooled Technology Update*

Kit Krogmeier spoke about the future of pooled technology and provided a handout to accompany her discussion.

6. *COOP/COG Planning Process*

Ken Brink provided a handout of Appendix C and a timeline for the COOP-COG process. Iowa is working with SPC Consulting Group from Arlington, VA. Last Friday, a guidebook and template was distributed. Each agency has a point of contact. Ken will send the contact list to Judy. Appendix C addresses IT specifically. Agencies will identify specific equipment and connectivity requirements. March 29 is the deadline for sections 1-8, and Appendices A-C. April 19 is the deadline for sections 9-11 and Appendices D-O. On March 4 from 9 am to noon at the Historical Building auditorium there will be a coordination workshop and all CIOs are invited to attend.

7. *Standards Review Process*

Tom Shepherd, Steve Gast, and Carol Stratemeyer have begun looking at five existing standards: PC hardware, PC operating system, e-mail naming/addressing convention, e-mail systems, active directory. ITE will draft a revised active directory standard. There are concerns about the prioritization process and the need for scope definition for the standards review. Steve Gast and Judy Peters will clarify what the expectations are for the standards review group. The group believes the standards are to be updated to reflect current practice.   They are asking subcommittees to define and scope and purpose of standards. Interoperability standards are in an evolutionary process – we can only show a point in time picture.

The distributed learning infrastructure – 21st Century Learning standard and the Security standard will be deleted.

The SPAC subcommittee will bring recommendations to the March meeting. Carol Stratemeyer will talk with Steve Gast.

8. ***CIO Subcommittee Updates and Discussion***

Security and Continuity of Operations Committee:
Meeting cancelled.

Strategic Planning and Architecture (SPAC):
See standard review above.

Education and Emerging Technologies Committee:
There was a Microsoft meeting in February. ASAP will be presenting E-way pricing, E-Smart asset management tool subscriptions. The committee and the Council will consider how to coordinate vendor contacts.

Communications:
No meeting. See the new Web site.

Meeting adjourned at 3 pm.

The next meeting is scheduled for March 31, 2005.

Attendees of the February 24, 2005 CIO Council Meeting

CIOs attending:

Last Name	First Name	Agency
Anderson	Kay	IDALS
Anthony	Dale	DPH
Erickson	Erwin	Auditor
Gillispie	John	DAS
Grund	Larry	DPS
Hellstern	Robert	IVH
Jacobs	Richard	IDR
McLaughlin	Timothy	DIA
Mosena	Steve	DHS
Munson	Margaret	IUB
Murphy	Larry	Judicial
Naples	JoAnn	DNR
Nicoll	Steve	DVRS
Noland	Julie	IFA
Peters	Judy	IWD
Roeder-Grubb	Laura	Human Rights
Schwartz	Leon	IPERS
VandeWall	Kevin	DOC

Others Attending:

Last Name	First Name	Agency
Brink	Ken	HLSEM
Fay	Greg	DAS
Groner	Phil	ICN
Krogmeier	Kit	DAS
Stratemeyer	Carol	DAS
Voorhees	Bret	DAS